

Model United Nations

New Delegate Training Workshop

Part B

- Resolutions
- Opening Speech
- Lobby
- Merge
- Committees in Session
- Rules and Procedures
- Debate

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Model United Nations

New Delegate Training, Part B

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Writing a resolution

Before beginning a resolution you must understand the issue, have an opinion, and have an idea of what you want to do about it.

There are two parts to the resolution.

The first part (preamble) explains how you view the issue and the reasons why the United Nations need to do something.

The second part (operative) details what you want to do about the issue.

The preamble is important to the resolution and forms the outline of your speech. In your speech you will explain more.

The operative section is the most important part. It is the operative clauses that are read and debated. Therefore it is important to be precise, accurate, and appropriate.

Each operative clause contains ONE specific thing that is to be done.

An operative clause may have sub-clauses which provide further specific details on the main idea of the clause.

Use the resolution practice sheet in "Preparing for an MUN conference", as a guide.

QUESTION OF: Rights of national sovereignty against incursions by neighboring states in light of the Colombian incursion into Ecuador

THE GENERAL ASSEMBLY,

Recognizing that the principles enshrined in Article 2 of the Charter of the United Nations, in particular respect for national sovereignty and non-interference in the internal affairs of any State are foundational to peaceful relations,

Recalling that Article 2 of the Charter of the United Nations also states that “All Members shall settle their international disputes by peaceful means in such a manner that international peace and security, and justice, are not endangered.”,

Noting further that Article 2 also states “All Members shall refrain in their international relations from the threat or use of force against the territorial integrity or political independence of any state, or in any other manner inconsistent with the Purposes of the United Nations.”,

Noting with regret that the actions of member states demonstrate a weakening of commitment to upholding the founding values of the United Nations,

Alarmed that breaches of the principle of national sovereignty against member states is a serious threat to international peace and stability,

1. Confirms the principle of national sovereignty of all member states;
2. Calls upon all member states to respect absolutely the national sovereignty of all other member states;
3. Condemns the incursions of member states into territories of other member states that violate the principle of national sovereignty;
4. Deplores the incursion into Ecuadorian territory by the government forces of Colombia;
5. Resolves that no member state will violate the national sovereignty of another member state by armed force or other means where that violation has not been endorsed by the Security Council of the United Nations Organization.

The Opening Speech

The opening speech is your first-best chance to gain allies for your lobby and merging time. Through the opening speech you have the attention of everyone in your committee for the first (and possibly only) time during the conference. Use this time to get your message out there. Your positions on the several issues of your committee. Your invitation to lobby and merge with those of similar position.

When others are giving their opening speech make sure you listen and take notes. Those delegates are telling you their message and their position on the issues. Decide who you will approach for lobby and merge.

In the opening speech you want to be warm and welcoming, and at the same time reflect the general attitude of your country in its outward looking international relations.

Key points for an opening speech:

- empathy: know your audience
- body language: assured and confident
- eye contact: willing to 'see' others
- area attention: give attention to all areas of the audience, not just one section
- projection: not only of your voice but also of yourself
- voice: warm, reasonable, welcoming

Content of the opening speech:

- identify your country
- broadly your country's position in the area of the committee (ie. ENV=environmental issues)
- pointed brief statements of your country's positions on the topics of the committee
- welcome likeminded delegates to collaboration with you
- ALWAYS THIRD PERSON SPEECH

All of your speech must fill between 45 and 60 seconds.

Now, craft an opening speech. If you know the country you will represent that makes it easier. If you don't yet have a country then use your home country. Cover the points above. Practice a few crib phrases.

Crib phrases:

- Honorable Chair and fellow Delegates
- It gives this Delegate great pleasure
- (country name) sincerely welcomes collaboration from like-minded Delegates
- This Delegate wishes to express ...
- ... come in a spirit of cooperation to work with all representative to ...

PRESENTATION SKILLS

By: Mr. Tim Bridgewater

Preparation

Practise, practise, practise.

Practise the speech at home. Try to replicate the conditions of the actual space you will be using for the debate. If you are going to be using a lectern, set something up at home that is the same height. If you are going to be using a hand-held microphone, practise at home using a hairbrush.

Beating the nerves

Try to identify the main source of the fear. Is it

- a) you don't feel confident
- b) you feel inexperienced
- c) it's the size of the audience that bothers you
- d) you feel you're going to look stupid and make a fool of yourself
- e) your palms start to sweat, your mouth goes dry, your heart starts to pound.
- f) all of the above

Possible remedies:

- a) Practise, practise, practise. Memorize the first 30 seconds of your speech. Be the master of your material.
- b) Loose no opportunity to hold forth in any group of people.
- c) Shrink the audience by addressing individuals within the audience. If you can't look them in the eye look at their noses. Imagine them as a group of friends you're having a lively discussion with. You are unlikely to be in a situation where the audience is hostile. They want you to be good.
- d) The audience is not going to think you look stupid unless you tell them to. They won't know you're nervous unless you signal it by fidgeting. Visualize your success.. the applause, the smiling faces.. before you start. A corny technique but it works. Just as surely as imagining your failure before you start will lead to flubbing and stumbling.
- e) These are, of course, symptoms of fear rather than the source of it. But they can be reduced by getting to the venue early, walking on stage if you can, seeing the audience come in, making sure everything is in place and working. OWN THE SPACE! It will calm you if you face the fear and help you to realize that most of it is irrational.

- Deep breathing. Before you go on, do this several times: Breathe IN (slowly) hold, hold. OUT, 2,3,4. i.e breathe in for 2 counts, hold it for two, let it out over 4.
- Warm up your voice. This has the dual function of making it easier for you to speak without cracking and helping you to focus on something else other than your fear. Do some humming with closed lips. Open your mouth and to the syllable "AH" run up and down a scale. Do some tongue-twisters. My favourites; "Unique New York, Unique new York" and "crispy crackers keep your granny grinning". Repeat over and over and make sure those crackers don't turn into anything else!
- Warm up the body. This will help you relax. Do some head rolls, some stretches.

f) You will never eliminate fear entirely, nor should you. It's the adrenaline kicking in, the ancient human "fight or flight" warning device. Since you won't be running away in this situation (hopefully) you will have to use the adrenaline to help you get out there and slay 'em!

Delivery and Body Language

DO:

- Video yourself in rehearsal. This will force you to confront all the nervous tics and mannerisms that you never knew you did and that would potentially distract an audience. It will also draw your attention to the good things you do to emphasize what you are saying. Keep them!
- Get a mentor who can be brutally honest with you without offending you.
- Smile at the audience. Not all the time, but certainly at the beginning and end.
- Look good. Dress well. This will increase your confidence.
- Stand squarely with your feet firmly planted in the ground, slightly apart.
- If you're behind a lectern, rest your hands on it. Fingers curved, tips resting.
- Relax the body. If you've warmed up beforehand this will be easier.
- Vary the speed and pitch of your delivery. Keep it conversational. Imagine you're with a group of friends. There's nothing worse for an audience than a uniformly-paced monotone. You don't talk in a uniformly-paced monotone with your friends... why should you in front of an audience?
- Use pauses for effect. After you've made a point, pause to let it sink in.
- Change your focus throughout the speech to include the entire audience. Do this by focusing on individuals in different parts of the audience rather than sweeping them with a generalized head/eye movement. Don't focus over their heads. Look them straight in the nose if eye contact feels too confrontational!
- Practise eliminating all the little ums, ers, actuallys, ahs from your delivery.
- Lean forward to emphasize an important point. Hold the position during a pause while fixing somebody in the nose!
- Eliminate all cliché from your speech. Beware of "At the end of the day", "When all is said and do"!
- Project your voice with confidence. Imagine that you don't need that microphone.

DON'T:

- Announce to the audience that you're nervous from the moment you walk on.
- Test the microphone by tapping and asking if you can be heard at the back. You might, however, need to adjust the height of the microphone if the speaker before you has been of a markedly different stature.
- Apologize for anything (taking so much time, being uninteresting, ...)
- Slouch
- Fidget
- Rock from side to side, fiddle with something in your pocket, twirl your hair, etc etc. If you do these things unconsciously you should eliminate them by watching yourself ad nauseam in video playback.
- Use rehearsed gestures. Unless you're a very experienced actor, these will always look phony. But if your hands want to move naturally to emphasize a point, let them.. as long as they're not in constant motion.
- Distract the audience with any of the above. You want them to listen to what you're saying, not wonder how much loose change you have in your pocket.
- Use any of the little space-fillers like er, um, actually.
- Imagine that the microphone will do the work of filling a hall for you.

Lobby and Merge

Lobby:

Very simply lobbying is the time when you present your resolution ideas to other delegates and they present their ideas to you.

By doing so you will find delegates who have similar ideas to you, and those whose ideas are very different or even in opposition.

Join with like-minded delegates to work on joint resolution creation

Merging:

Even more simple to understand. You arrive at a conference with a draft resolution. So do all other delegates.

When you find delegates with similar ideas to your own look at each other's resolutions.

Take the best bits from various resolutions, the bits all of you can agree with, and put them together to form one more complete resolution.

Literally this is a cut-and-paste exercise with careful thought and negotiation included to ensure that the new resolution contains ideas that all members of the merging group support and agree with.

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1. What is Model United Nations?

Model United Nations or M.U.N is a simulation or copy of how the United Nations actually works.

For those who don't know the United Nations is an organization that was formed after World War Two from the League of Nations. It is a collection of 192 countries who are committed to maintaining international peace and security, developing friendly relations among nations and promoting social progress, better living standards and human rights. They try to solve some of the most pressing problems that face the world today and they do this by debating the problems, offering possible solutions and then voting on whether or not to adopt or use any of those solutions.

M.U.N tries to do the same thing. We research issues (problems facing the world), write resolutions (basically a list of what the problem is and how it could be solved) and then vote on whether to adopt the resolution or not. The important thing is that it is student run (with a little help from teachers!).

2. A brief history

Simulating international organizations began even before the birth of the United Nations, when students held a series of Model League of Nations in the 1920s. The Model U.N. Program is a successor to a student-directed simulation of what preceded the U.N. itself, but it is not documented exactly how the Model U.N. began.

In the M.U.N club we follow the protocols (how to behave and do things) of The Hague International Model United Nations organization (T.H.I.M.U.N). This M.U.N organization is based in The Hague, Netherlands.

In 1968, Mr. Paul Sand from The American School of The Hague organized the first Model United Nations in The Hague. In 1981 the THIMUN Foundation was established and is today directed by a Board of Directors consisting of teachers from international and Dutch schools.

In 1995 the THIMUN Foundation was accredited as a Non-Governmental Organization (NGO) associated with the United Nations Department of Public Information. 2001 saw the first annual session of the THIMUN Youth Assembly. In 2003 the THIMUN Foundation was granted Roster Consultative Status with the United Nations Economic and Social Council.

3. Conferences

i. What is a conference?

A conference is a meeting of lots of schools who send delegates to represent different countries.

A delegate is like a diplomat or a representative for a particular country.

IMPORTANT

A delegate represents the country they have been given. Any view that they express in the committees is the view of their country not their personal view.

The conference is divided up into different committees and these committees will debate different issues.

Committees

General Assembly - The General Assembly occupies a central position as the chief deliberative, policy making and representative organ of the United Nations. Comprising all 192 Members of the United Nations, it provides a unique forum for multilateral (many countries) discussion of the full spectrum of international issues covered by the U.N.

The Security Council - The Security Council has primary responsibility for the maintenance of international peace and security.

Economic and Social Council - The Economic and Social Council (ECOSOC) serves as the central forum for discussing international economic and social issues.

It is responsible for:

- promoting higher standards of living, full employment, and economic and social progress;
- identifying solutions to international economic, social and health problems;
- facilitating international cultural and educational cooperation; and
- encouraging universal respect for human rights and fundamental freedoms.

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Human Rights – This committee deals with all issues related to Human Rights and in particular how these issues relate to the International Covenant on Civil and Political Rights.

Environment – This committee deals with all issues related to the environment and humanities impact on it.

Disarmament – Issues related to the reduction or elimination of nuclear weapons and weapons of mass destruction as well as anti-personnel weapons such as land mines.

International Court of Justice – The Court's role is to settle, in accordance with international law, legal disputes submitted to it by Countries and States and to give advisory opinions on legal questions referred to it by authorized United Nations organs and specialized agencies.

Sometimes there will be an extra committee dealing with a very specific problem not covered by the others, this is known as a **Special Committee**.

ii. What happens at a conference?

A conference is held at a host school and usually lasts from 2-3 days. Schools apply or are invited to send delegations. The host school will advise schools attending as to how many and which committees they will have and what the issues are for each committee. There are usually between 3-4 issues per committee.

On the first day of the conference all the delegates meet for the opening ceremony. This will last for about 30-60 minutes and usually includes the official opening by the Secretary General or Deputy Secretary General in charge of the conference (a student), a speech by a V.I.P (Very Important Person) who is connected in some way with MUN and a speech by the Principal of the host school.

Lobbying and Merging

After the opening ceremony the delegates are requested to go to their relevant committee rooms where they will start the first part of the debating process which is known as lobbying and merging.

Sometimes, just before this, each delegate may be required to present an opening speech. In this speech the delegate will outline what their country thinks about and where their country stands on each issue. (see opening speech p

During lobbying and merging the delegates try to find allies (other countries who think the same as they do) to put together a resolution that can be presented for debate. Each delegate usually has at least one resolution on one of the issues in their committee (more on this later).

The delegates will form groups of 5 – 10 and look at each persons resolution and decide which one they think is the best. They may decide to use part of one resolution and some from others to try and make a resolution which is likely to be passed (the majority of delegates vote for it).

So each delegate **lobbies** to get their resolution chosen or at least part of it and then they **merge** the various parts into a complete resolution. This process can take up to 3 hours.

Chairs

The students who are in charge of running the debates on the issues are known as Chairs and Deputy Chairs. They make sure that all the delegates understand the protocols and rules involved in the debates and they decide who can speak and when. There are usually 2-3 chairs for each committee.

The Chairs will help during the lobbying and merging process and can offer advice and assistance to help create the best resolution.

Approval Panel

Once the resolutions have been finalized they then need to be taken to the approval panel. The approval panel does not check to see if the resolution is good or relevant, this is up to the Chairs to do, it only checks that the resolution is presented in the correct format. Once a resolution is approved it is then ready for debate.

Debating

After resolutions have been approved the delegates will return to the committee room and will start to debate the issues.

<p>The Chairs will decide which order the resolutions will be debated in.</p> <p>During the lobbying and merging process it will be decided by the group who will be the main submitter of the resolution. The main submitter will need to get other delegates to support their resolution, these are known as co-signatories. The Chairs will advise how many co-signatories are needed before a resolution can be presented for debate, usually about 5 - 7.</p> <p>At the beginning of the debate the Chair will bang his gavel (the wooden hammer) and call the house to order. This means that all delegates should take their seats, quietly, and listen to the Chair. The Chair will then ask the main submitter of the first resolution to be debated to present their resolution, they will also set a debating time for the resolution. This delegate will come to the rostrum at the front of the room and read out his/her resolution. After this they will make a brief speech outlining why their country wants all the other countries to support and vote for their resolution.</p> <p>Once they have finished the Chair will ask if they are 'open to any points of information' (see protocols) if they are the chair will ask the other delegates if they 'have any points of information'. The Chair will then choose a specific number, in order, and they can ask one question each of the main submitter.</p> <p>Once the main submitter has answered all the questions the Chair will ask them if they would 'yield the floor back to the Chair or another delegate' (protocols) the delegate will then 'yield the floor' or hand back the speaking rights to the Chair or they will choose another delegate to come up and speak. If they yield to the Chair the Chair will then ask if any other delegates would like to speak in favour of the resolution. This carries on until all delegates supporting the resolution have spoken and answered questions.</p> <p>The Chair will then ask if any delegates would like to speak against the resolution and the same process will take place.</p> <p>Once the 'for' and 'against' process has finished a delegate may request that part of the resolution should be amended (changed) or removed. Again the same process is carried out with a debating time set for the changes and delegates talking for and against the amendment or removal. Once the time has elapsed the delegates will vote on the amendment or removal.</p> <p>Once all amendments, removals or debating time has elapsed the Chair will move to voting on the resolution as a whole, or a delegate can request that they move to vote.</p>
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<p>They will need another delegate to agree or 'second' the request and nobody disagrees. Depending on how many delegates vote for or against the resolution it will pass or fail. The committee will then move on to the next issue and resolution and the whole process will start again.</p>
<p><u>**IMPORTANT**</u></p> <p><i>The whole point of debate is NOT to destroy someones resolution and make sure it fails but to help make the best resolution possible so that it passes. If you think there is something wrong with a resolution then put forward amendments to make it better. MUN is all about building consensus.</i></p>
<p>This debating process will continue until the end of the conference when there will be a brief closing ceremony by the Secretary General.</p>
<p><u>Types of Debate</u></p> <ul style="list-style-type: none"> • <u>Open Debate</u>: Open debate means that delegates may take the floor to speak for or against the resolution. Open debate is conducted when debating on a resolution as a whole; amendments can be submitted at any time • <u>Closed Debate</u>: Chair sets a separate for and against debate time. Closed debates are conducted when debating on an amendment
<p><u>iii Protocols</u></p> <p>Protocols are the correct way of behaving at a conference. M.U.N is a very formal organization which means they have quite strict codes of conduct. There are certain ways of talking and addressing other delegates and Chairs that must be followed</p>
<p>Third person speech</p> <p>One of the hardest protocols for new MUNers to follow is the rule that states that all delegates must refer to themselves and others in the third person.</p>

This means that they can not say 'I' or 'you' they must always say 'This delegate believes that...' or 'The delegate of (your country) believes that...' or 'Does the esteemed delegate of Norway believe that...'

The reason for third person speech is to try to keep things as polite as possible so people do not become angry or attack people on a personal level.

Politeness is extremely important at all times in an M.U.N conference. Chairs should be referred to as 'Honorable Chair(s)' and other delegates as 'Esteemed Delegate'.

Duties of each delegate

- Delegates should stand when speaking; if asking a question, the delegate should remain standing until the speaker has finished answering the delegate's question
- Delegates must not use insulting or abusive language
- Delegates must 'yield the floor' (see below) when asked to do so by the Chair

Points

A 'point' is a question or request directed at either the person speaking or the Chair.

During debates a delegate may not interrupt a speaker except for a Point of Personal Privilege of Audibility, which refers to the volume of the speaker. All other points will be dealt with only when there is a pause in the debate, i.e. when the speaker having the floor yields to points of information, to another delegate or to the Chair.

I. "Point of Personal Privilege":

- Refers to the comfort and well-being of the delegate
- May only interrupt the speaker if it refers to audibility
- May not refer to the content of a speech
- Is not debatable
- Does not require a second
- Example: "Point of Personal Privilege. Could the air conditioner please be switched on?"

II. "Point of Order":

- Refers to procedural matters only, i.e. if the Chair makes an error in the order of debate or in the setting/observing of debate time
- May not interrupt a speaker
- Is not debatable
- Can only refer to something that just happened
- Example: "Point of order. Is it in order for the delegate to yield the floor to another delegate since the floor was previously yielded to him by Saudi Arabia?"

III. "Point of Information to the Speaker":

- Is a question directed to the delegate having the floor, if he/she has indicated that he/she is willing to yield to Points of Information from the house. A point of information is always related to what the speaker has been talking about
- Has to be recognized by the Chair (usually in a specific order if more than one delegate wants to ask a question)
- Must be formulated in the form of a question; short introductory statements may precede the question
- Has to be one question at a time

Follow-ups

A 'follow-up' is when a delegate has asked a point of information which has been answered but would like to ask something else related to the answer. Follow-ups are at the Chair's discretion and if there are time constraints they are often refused.

IV: "Point of Information to the Chair":

- Is a question directed to the Chair
- May not interrupt the speaker
- Refers to many different aspects, from issues to personal priorities
- Example: "At what time do we adjourn for lunch?" or "Could the Chair inform the house whether Western Sahara is a sovereign state?"

V: "Point of Parliamentary Inquiry":

- Is a Point of Information to the Chair concerning parliamentary procedure (or M.U.N protocols)
- May not interrupt the speaker
- Example: "Could the Chair please explain to the house what is meant by closed debate?"

VI: "Order of the Day":

- Is a call by a delegate to return to the main agenda of the forum
- May be called if someone feels that the debate has drifted away from the original agenda of the forum

Motions

A 'motion' is a call to the house (committee) to do something.

I: "Motion to Move into Previous Question":

- Previously known as Motion to Move Directly into Voting Procedures
- Is a motion to proceed to the closure of debate and move to the voting procedure
- May not interrupt the speaker
- Requires at least one "second" from the house and can be stopped by at least one "objection" from the house
- May be overruled by the Chair

II: "Motion to Extend the Debate Time"

- Is a motion to grant more debate time for a specific agenda of the forum
- May not interrupt the speaker
- Requires at least one "second" from the house and can be stopped by at least one "objection" from the house
- May be overruled by the Chair

III: "Motion to table a resolution":

- Calls for the temporary disposal of a resolution.
- Will be done if a deadlock in the debate has occurred and more informal lobbying is needed.
- Practically means the death of a resolution, due to lack of time as it can only be re-discussed after all other resolutions have finished being debated.
- Not debatable.

To take matters from the table a 2/3 majority is needed and resolutions will be debated at end of business (if there is time).

IV: "Motion to reconsider a resolution":

- Calls for a re-debate and a re-vote of a resolution that has already been discussed (adopted or rejected).

- Done at the end of all other business.
- Only necessary if no other draft resolutions on the issue are present.
- Needs 2/3 majority.
- Not debatable.

V: "Motion to divide the house":

- following formal voting procedure or mass raised placards where the outcome was close
- this motion requests that a re-vote be taken on a country-by-country basis
- if agreed, the chair will name each country one at a time and record their vote
- the chair will total the votes and read out the totals

Yielding the Floor

- The speaker may either 'yield the floor' to the Chair or to another delegate, this means the speaker will stop speaking and return to their seat; however, if the floor has been yielded to the speaker by another delegate, then the speaker *has* to yield the floor to the Chair - i.e. the floor may be yielded by one delegate to another only once consecutively
- Examples: "The delegate yields the floor to the chair." or "The delegate of Columbia yields the floor to the delegate of France"

Amendments

An amendment is when a delegate thinks that a part of the resolution could be made better and requests that the house debates the change and votes on it.

- Delegates who wish to submit an amendment must submit it to the Chair on the official amendment paper
- When the Chair recognizes the delegate, he/she will then take the floor to submit the amendment
- The debates for amendments are conducted in the closed debate format
- There are no "friendly amendments" at MYMUN (amendments which do not have to go through debating and voting procedures). Every amendment needs to be debated and voted by the house
- Only one amendment per amendment sheet is in order

Amendment to the Second Degree

- Amendments to the second degree (amendments to the amendments) should be submitted in the time against the original amendment.
- If an amendment to the second degree fails, the house will resume debate on the original amendment.
- An amendment to the third degree is out of order (not allowed).

Voting

- Delegates may vote in favor, against or abstain (not vote for or against) for both amendments and resolutions.
- Delegates voting on procedural motions may only vote in favor or against.
- During voting procedures only Points of Order are allowed; the house needs to maintain silence.
- Note passing is suspended during voting procedures.
- Resolutions and amendments will pass if the number of in favor votes exceeds the number against votes regardless of the number of abstentions; i.e. abstentions do not count either for or against the adoption of resolutions.
- Resolutions and amendments with tied votes fail.

Notes

At times during the debate a delegate may want to ask the chair, or another delegate a question without going through the official 'points' system. They may do this through the use of notes. Each conference will have its own official note paper and all delegates will have a pile of these at the conference. At anytime during the debate (but NOT during voting) a delegate can write a note and on the front write who it is to and then hold it up. An admin person (someone who is not a delegate and who is there to assist delegates and chairs) will collect the note and pass it to the relevant person. The admin staff will screen all notes, that is they will read the notes and if they are relevant to the debate will pass them on but if they feel they are off the topic they have the authority to not pass them on.

4. Preparing for a conference

When a conference is coming up schools who want to attend will tell the host school how many delegates will be coming. The host school will then tell them which countries the delegates will represent and what the committees and issues will be.

Each student will then be assigned a country and a committee. For most countries there will be one delegate per committee but for a country on the Security Council they will have two delegates from each country.

The first step once you know what country you will represent is to research your country.

i. Country research

Because you are representing a country (and it will rarely be your own) you will need to find out as much information about that country as possible. This means you will spend a few weeks researching and gathering information about its geography, politics, religions, ethnic make-up, economy, military etc.

To help you with this research there is a 'Country research checklist' (see next page)

Country Research Checklist	
Name of country:	
1. <u>Geography</u>	
Which continent?	
Surface area	
Landlocked or sea access	
Climate	
Topography (mountainous, desert etc)	
Names of bordering countries	
Capital city	
2. <u>Population</u>	
Size	
Gender distributions (Male/Female)	
Education/ Literacy rate	
Rural/Urban demographics	
3. <u>Cultural Factors</u>	
Ethnic groups	
Religions	
Cultural history/conflicts	
4. <u>Political Structure</u>	
How did the political structure today come about (history)	
Constitution & government	
Degree of participation of citizens in government	
Name of current leader	
15	

5. <u>Defense</u>	
Dependency on other nations	
Military structure - Army, Navy, Air-force	
Membership of military alliances - NATO etc	
Size of Military	
Recent Military History	
Percent of budget spent on military	
Government dependency on military	
6. <u>Economy</u>	
Degree of self-sufficiency	
GDP/GNP (Gross domestic product)/Gross national product)	
Per Capita GDP	
Standard of living	
7. <u>Health</u>	
Birth rate	
Death rate	
Life expectancy M/F	
Hospital beds per population	
Doctors per population	
Recent health issues/initiatives	
8. <u>Natural Resources</u>	
Basic commodities produced	
Trade agreements	
Self sufficiency	
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9. Views on World problems	
Role and influence in the world	
Membership in blocs, alliances, organizations	
Historical participation in U.N (when did they join)	
Recent positions at U.N (which resolutions did they support and which did they vote against)	
Historical positions on world issues	
Recent positions on world issues	
10. History	
General	
Last 50 years	
Recent	
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ii. Issue/topic researching
<p>Once you have researched your country and gained as much information about the various research areas you are now ready to research the issues or topics (see topic research checklist on page). This research will be used to write a draft resolution that you will take to your committee and use in the lobbying and merging process. (see page 4)</p> <p>Researching topics is quite exciting. Most, if not all, of the topics will be about things that are happening now and that you will probably have read about or seen on T.V. They are all real issues that the world and U.N will be dealing with now.</p> <p>When you are preparing for a conference you will be told which country you represent and which committee you will be on. Each committee will usually have 3-4 topics that will be debated over the period of the conference.</p> <p>Here is an example of four topics from an Ecosoc (Economic and Social Council) committee:</p> <ol style="list-style-type: none"> 1. Intellectual property rights in user generated media 2. Media censorship and social development 3. Supporting the construction of sustainable infrastructure in developing nations 4. Access to education for women and children in Afghanistan <p>The first thing you need to do is understand what each topic means, what is being debated. Research on the internet or at the library to find out what the key words and phrases are: 'What is 'Intellectual property', 'Media censorship', 'sustainable infrastructure', etc?</p> <p>Once you understand what these topics are about you then need to research what is happening in the world <i>now</i> about them. Excellent resources are news channels: CNN, BBC World, Channel News Asia etc. Also daily newspapers, magazines and, of course, the internet. You need to become as knowledgeable as you can about each topic and about the different views held on each topic.</p> <p>The U.N is also an excellent resource (see websites and resources) as it may be debating resolutions or already debated resolutions on these topics. Look at</p>
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individual committees for positions of countries (what they think about the issue), problems, what has been done already, past resolutions, etc.
Non-Governmental Organizations or NGO's are organizations that are not run or controlled by governments, they are independent. NGO's are also a good source of information, for example the Human Rights Watch has information about torture and human rights abuses and The World Wildlife Fund will have many studies and reports on environmental and endangered animal issues. There are lots of others so keep looking and searching for NGO's relevant to your topics.
Human resources. Talk to students and teachers who are from the country or region you are researching. They may know things about the topics which can help you.
You need to find out where your country stands on these issues. Are they actively involved in the issue? Are they part of the issue (named in the topic)? How does the issue effect your country? Have they voted on resolutions concerning the issue and if so how?
A good place to find out this information is from your countries Embassy or High Commission. You can call or possibly email someone from the embassy and ask them what their country thinks about the various issues (see Contacting Embassies on p).
As time is often a problem when preparing for a conference it is usually better if you research and write a resolution on one or two topics, that way you can focus on and research in more depth those topics. BUT you should have a good general knowledge of all the topics so you can debate them and vote appropriately for your country.
REMEMBER You are representing the country you have been given. You must present a resolution and debate in a way that supports your countries views on the topics EVEN if they are not the same views as your own.
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Topic research checklist		
Committee:		
Topics	Meaning of key words	
1.		
2.		
3.		
4.		
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What is the situation now on the topic? Give information on research, official statistics, reports etc	
Position of your country on the topic(s)	
Did the country sign/ratify any documents (e.g. resolution, treaty) on the issue YES? NO? Give specific references:	
Has the country done anything relevant to the issue YES? NO? Explain:	
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Has your country voted on any resolutions or signed any agreements concerning the topic(s). Which ones and when?	
Relevant websites for the topic?	
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Writing a resolution

i. Draft resolution

Now that you have researched your country and topic it is time to put all this information together in a draft resolution.

A draft resolution is a document that will be used to tell the members of your committee about a topic, some history of the topic, what the current situation is, what your country thinks about it and what you would like to see the United Nations do about it.

This document is very formal and there is only one way to set it out. Once you have created it it will be used in the lobbying and merging process at the conference (see 'lobbying and merging' p4). You will present your resolution to the group in your committee and hopefully they will like some parts which they will merge with others to form the final document to be debated.

It is important to prepare the draft resolution well. You need to try and think of possible objections that other delegates may raise, explain clearly why you think this resolution is good and needed and set out carefully the degrees and limits of the actions you propose.

The resolution is made up of two parts: Pre-ambulatory clauses and operative clauses.

Pre-ambulatory Clauses

These are clauses (statements) that tell the committee about some of the history of the issue, other resolutions that have been passed concerning it and what your country thinks of the issue. Each pre-ambulatory clause **must** start with an agreed pre-ambulatory phrase from the list of pre-ambulatory phrases (see p25) which will be underlined.

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You will need to write your references to former UN resolutions, ratified conventions, and/or declarations.
You will need to provide official figures, the most recent ones possible, to illustrate the issue.

You will congratulate countries and/or organisations (i.e. UN organisations, NGOs) which have worked on the issue.

You will emphasise the difficulties that have been encountered in the past.

There is no limit to pre-ambulatory clauses but you don't want too many, at the same time you do want to state enough points to allow the committee to understand clearly what you are trying to say about the issue. Between 5 - 10 would be a good number.

Operative clauses

After the pre-ambulatory clauses come the operative clauses. These are the action clauses; what do you want to see done about the issue, how and by whom.

Each operative clause is numbered and underlined and **must** start with an operative phrase from the agreed list of phrases (see p25).

You must ensure that your proposals are actually workable and that they fully reflect the existing policies of the country that you represent. You encourage, and/or invite countries to sign/ratify a convention/declaration.

You may propose, welcome or deplore all new situations.

You may support, congratulate or refuse new proposals.

You may confirm or regret what it is already existing.

Operative clauses may have sub-clauses and even sub sub-clauses. As with pre-ambulatory clauses there is no limit to operative clauses but again you need to be able to state all the things you want to do and how you want them done in a very clear and specific way. Between 5 - 10 operative clauses would be a good number.

ii. How to format your resolution

Here is an example of a short resolution:

FORUM: GENERAL ASSEMBLY

QUESTION OF: Peace, security and reunification on the Korean peninsula

SUBMITTED BY:

The General Assembly,

Recalling its resolution 55/11 of 31 October 2000, in which it welcomed and supported the inter-Korean summit and the joint declaration adopted on 15 June 2000 by the two leaders of the Democratic People's Republic of Korea and the Republic of Korea,

Reaffirming the purposes and principles of the Charter of the United Nations regarding the maintenance of international peace and security,

Convinced that inter-Korean dialogue and cooperation are essential for consolidating peace and security on the Korean peninsula and also contribute to peace and stability in the region and beyond, in conformity with the purposes and principles of the Charter,

Recognizing that the summit held in Pyongyang from 2 to 4 October 2007 between the two leaders and their Declaration on the Advancement of North-South Korean Relations, Peace and Prosperity represent a major milestone in improving inter-Korean relations,

Recalling the statements welcoming the inter-Korean summit made on 1 October 2007 by the Secretary-General and the President of the General Assembly, and recalling also the statement welcoming the adoption of the Declaration made on 4 October 2007 by the Secretary-General,

1. Welcomes and supports the inter-Korean summit held from 2 to 4 October 2007 and the Declaration on the Advancement of North-South Korean Relations, Peace and Prosperity adopted on 4 October 2007 by the two leaders of the Democratic People's Republic of Korea and the Republic of Korea;
2. Encourages the Democratic People's Republic of Korea and the Republic of Korea to implement the Declaration fully and in good faith, thereby consolidating peace on the Korean peninsula and laying a solid foundation for peaceful reunification;
3. Invites Member States to continue to support and assist, as appropriate, the process of inter-Korean dialogue, reconciliation and reunification so that it may contribute to peace and security not only on the Korean peninsula but also in north-east Asia and the world as a whole.

(THIMUN basic guidelines for new delegates)

Pre-ambulatory phrases

Acknowledging Affirming Alarmed by Approving Aware of Believing Bearing in mind Confident Congratulating Convinced Declaring Deeply concerned Deeply conscious Deeply disturbed Deeply regretting Deploping Desiring Emphasising	Expecting Expressing its appreciation Expressing its satisfaction Fulfilling Fully alarmed Fully aware Fully believing Further deploring Further recalling Guided by Having adopted Having considered Having devoted attention Having examined Having received Having studied Keeping in mind Noting further	Noting with appreciation Noting with approval Noting with deep concern Noting with regret Noting with satisfaction Observing Pointing out Realizing Reaffirming Recalling Recognising Referring Reminding Seeking Taking into account Taking into consideration Viewing with appreciation
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Operative phrases

Accepts Affirms Approves Asks Authorizes Calls for Calls upon Congratulates Confirms Declares accordingly Deplores	Designates Encourages Endorses Expresses its satisfaction Expresses its hope Further recommends Hopes Invites Proclaims Proposes Recommends	Regrets Requests Resolves Seeks Strongly affirms Strongly urges Suggests Supports Trusts Transmits Urges
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Tips for writing a resolution

1. Be sure to follow the format provided by the conference organisers, they may differ slightly. Thimun affiliated conferences will follow the Thimun format (as set out in this handbook).
2. Make sure your resolution has enough information. If you call for a new program think about who would run it and how it would be funded.
3. Try to give facts wherever possible.
4. Be realistic. Do not create things or ask for things that would be impossible to carry out.
5. Try to get as many sponsors as possible during lobbying and merging. The more countries that support your resolution the more likely it is to pass.
6. *Pre-ambulatory* clauses are used to state the history of the topic and to justify some form of action. Use them to cite past resolutions, precedents and statements about the purpose of action.
7. *Operative clauses* are policies that the resolution is designed to create; What you want to be done about the issue and by whom. Use them to describe what the committee will do to address the issue.

Writing an opening speech

Why Do You Have To Write An Opening Speech?

Many conferences now ask all delegates to prepare an opening speech which they will read either in the General Assembly before going to committee or in their committee before debating starts. This is so everyone has an idea of what each country thinks about each topic to be debated which makes it much easier to find countries that think the same way you do for lobbying and merging. It also gives every delegate a chance to speak before debate starts and so that initial fear of speaking in the committee is overcome and it should be easier to say something during debates.

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An opening speech, should last 1 minute. In this minute, you should address very clearly to the audience the position of the country/organisation you represent on the primary concerns about the topics and issues you will be debating.

What Are The Different Parts of An Opening Speech?

There are a few things to keep in mind when preparing for an opening speech:

- First of all, there is the beginning of the speech. It is customary to address the President of the GA and the delegates present by starting your speech, saying something like: '*Honourable President, Distinguished Delegates*' or '*Honourable Chairs, Distinguished Delegates*'
- and then go on to the main body of your speech.

The main body of your speech should address the issue on the agenda your Delegation feels most strongly about.

Some delegates think that this part of the speech should be funny and entertaining. This is not what the speech is about at all. Keep it diplomatic and concentrate on getting your message across clearly and precisely.

It is standard practice to end the speech with a flourish such as: '*Thank you, Mister President*'.

How To Deliver An Opening Speech?

You should open your speech with a strong sentence to gain audience attention.

Also, when delivering your speech, you must remember to speak slowly and clearly. As a rule of thumb, you are speaking slowly enough when you think to yourself: '*I am speaking too slowly now*'. Have the speech timed and see that it does not exceed the time allotted to you. If necessary, the Chair will remind you that your time is almost up by saying: '*Will the Delegate please come to His closing remarks*'. If you hear this said to you, please act accordingly.

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Presentation Skills

Public speaking is one of the most important skills that you will use as a Model United Nations delegate. You will need to present an opening speech or a resolution. You may speak in support of a resolution or against one. You may submit an amendment or speak against one. Even if you don't have anything to say the chairs will encourage every delegate to ask at least one point of information. So whatever happens you will be required to speak at least once during a debate.

Usually the length of time a delegate can speak for is determined by the Chairs of the committee. Delegates can make a motion to increase or decrease the amount of time given and if another delegate *seconds* the motion, that is supports it by calling out 'second!', then the committee will vote on the motion.

Although public speaking is a big part of MUN many delegates are afraid of speaking in public. The best way to stop being too afraid is to be well prepared. Make sure you have researched your country and topics thoroughly. Think about how you would explain your countries position on each topic; write it down. Also think about what kind of things your country would like to see in a resolution on each topic.

Public speaking tips

1. Prepare -
2. Practice -
3. Consider your audience -
4. Eliminate 'Fillers' -
5. Use meaningful pauses -
6. Breathe -
7. Pace yourself
8. Posture
9. Presence
- 10.

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Practice Debate

On the question of Colombia / Ecuador

The issue from Ecuador's perspective:

- Ecuador is an independent and sovereign state
- the territorial integrity of sovereign states is inviolable
- police and security duties on Ecuadorian sovereign territory are the responsibility of the Ecuadorian authorities under Ecuadorian law
- the armed forces of Colombia have crossed the boarder into Ecuador
- these armed forces did so knowingly
- these armed forces were under the orders of the Colombian government
- these armed forces entered Ecuadorian territory with the intent of engaging in security operations against persons clearly within Ecuadorian territory
- Ecuador was not consulted and had not given permission for this Colombian incursion
- the Colombian armed forces did engage in military operations, killing several people including Ecuadorians, and removing several people from Ecuador to Colombia
- this has been an illegal act by Colombia
- this act must be condemned by the UN
- compensation must be made to Ecuador by Colombia

The issue from Colombia's perspective:

- Colombia is combating terrorists (the revolutionaries and drug groups)
- Colombia has a right to defend itself
- Colombian intelligence agencies learned of the presence of Colombian terrorists taking refuge across the boarder in Ecuadorian territory
- acting in its right of self-defense the Colombian armed forces engaged the terrorists, killing some and taking some into custody
- those in custody were removed back into Colombia
- no violation of Ecuadorian sovereignty was either intended or affected
- no Colombian forces remained in Ecuador for more than a few brief hours
- all Colombian forces were withdrawn from Ecuador upon conclusion of this anti-terrorist operation

Practice Debate:

Our task today in this practice session is to debate whether Ecuador is justified in its claims, or Colombia is justified in its actions.

Take a country and decide a position that that country would take on the issue.

Craft a series of arguments either for or against this resolution.

Make some point form notes of ideas you might use in a speech during this debate.

Web pages to assist your MUN preparation and participation.

<http://www.youtube.com/watch?v=LPIqWErcHdM&feature=related> Good and bad speech, procedures

http://www.youtube.com/watch?v=aBh_RaX0gvs Committee, start and process

<http://www.un.org/depts/dhl/resguide/scspeech.htm#scaccess> UN Security Council research, text of proceedings

<http://unic.un.org/imu/recentActivities/post/2010/05/Model-UN-Debate-in-Pretoria.aspx>
United Nations information centers

<http://www.worldmun.org/guide-to-worldmun> World MUN, preparation guide

<https://www.cia.gov/library/publications/the-world-factbook/> CIA World Fact Book

<http://hdr.undp.org/en/statistics/> United Nations Development Program, Human Development Index

http://www.transparency.org/policy_research/surveys_indices/cpi/2009

http://www.transparency.org/policy_research/surveys_indices/cpi/2009/cpi_2009_table
Transparency International, Corruption Perceptions Index